



# HALLS HEAD COLLEGE

## Application for Enrolment - Confidential

**Please read the information over the page before completing this form.**

<b>1. PERSONAL DETAILS</b> (PLEASE PRINT ALL DETAILS BELOW)																	
Child's surname	Given names	Date of birth	Sex (M/F)														
Surname of parent/guardian	Given names	Mr/Mrs/Ms															
Residential Address ( <i>must be completed</i> )		Postcode															
Postal Address ( <i>if different from residential address</i> )		Postcode															
Telephone – Home	Work ( <i>if convenient</i> )	Mobile Phone No															
Email Address:																	
Are there any family court orders regarding the day to day or long term care, welfare and development of the child? Please indicate (√) YES <input type="checkbox"/> NO <input type="checkbox"/> <b>(In order for the school to act on any orders a copy will need to be kept on the student file.)</b>																	
Year level child enrolling in _____																	
Name of school (if any) at which the child is currently or was last enrolled:																	
Is your child currently under suspension from a school?		Please indicate (√) YES <input type="checkbox"/> NO <input type="checkbox"/>															
Has your child ever been excluded from a school? If yes, name of school:		Please indicate (√) YES <input type="checkbox"/> NO <input type="checkbox"/>															
Are any brothers or sisters currently attending <b>this</b> school? Names of brothers and sisters attending this school:		Please indicate (√) YES <input type="checkbox"/> NO <input type="checkbox"/>															
<b>2. PERMANENT RESIDENT OF AUSTRALIA?</b>		Please indicate (√) YES <input type="checkbox"/> NO <input type="checkbox"/>															
If no, please indicate date entered Australia: _____ VISA SUB CLASS No: _____																	
<b>3. DISABILITY/MEDICAL CONDITION?</b>																	
This information will assist the school principal with considering whether any specific or additional resources are required and available to assist the school with providing the best educational program for your child. Please indicate (√)																	
Physical YES <input type="checkbox"/> NO <input type="checkbox"/>	Intellectual YES <input type="checkbox"/> NO <input type="checkbox"/>	Behavioural YES <input type="checkbox"/> NO <input type="checkbox"/>	Sensory YES <input type="checkbox"/> NO <input type="checkbox"/>														
Medical Condition YES <input type="checkbox"/> NO <input type="checkbox"/>																	
Please outline nature of disability/medical condition:																	
<b>I declare that the information provided on this form is true.</b>		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Year Enrolling in</th> <th style="width: 50%;">Academic Year</th> </tr> </thead> <tbody> <tr><td>Year 7</td><td></td></tr> <tr><td>Year 8</td><td></td></tr> <tr><td>Year 9</td><td></td></tr> <tr><td>Year 10</td><td></td></tr> <tr><td>Year 11</td><td></td></tr> <tr><td>Year 12</td><td></td></tr> </tbody> </table>		Year Enrolling in	Academic Year	Year 7		Year 8		Year 9		Year 10		Year 11		Year 12	
Year Enrolling in	Academic Year																
Year 7																	
Year 8																	
Year 9																	
Year 10																	
Year 11																	
Year 12																	
Signature of parent/guardian .....																	
Signature of parent/guardian .....																	
Date .....																	

**PLEASE TURN OVER.....**

## APPLICATION FOR ENROLMENT

### General Information

This is an **Application for Enrolment**. Submitting this form to the college does **not** mean that the enrolment has been accepted at the school. The Principal will firstly need to determine if there is classroom accommodation and an appropriate educational program available at the college for your child in accordance with the School Education Act 1999.

### Who should complete this form?

The form should be completed by a parent or legal guardian applying to enrol a student in Year 7 – 12 at Halls Head College. Please complete one form per child.

### Proof of Residency:

Halls Head College is a local intake school; therefore **proof of residence is required** as a part of the application process. The local area includes the localities of Halls Head, Erskine, Falcon, Wannanup, Dawesville, Bouvard and Herron. Proof of residence includes a Utility Bill in your name at your address or a copy of your Lease Agreement. Enrolment applications for students who reside outside the local intake area are considered by the Principal and dependent on classroom accommodation and an appropriate educational program being available at the college for your child.

### Birth Certificate:

Please attach a copy of the student's birth certificate or visa (ensure the visa number is visible).

### Permanent Residents of Australia

Only permanent residents of Australia and those children holding an approved sub class visa number are eligible to be enrolled in government schools.

Some visa numbers entitle a student to be enrolled at the Principal's discretion as a full fee paying student. Please enquire at time of enrolment.

### Suspensions and Exclusions

It is a requirement of the Education Department that any information on suspensions and exclusions must be provided to the college at the time of applying to enrol a child. This information will help the college to provide your child with the appropriate support, if required. Children who have previously been excluded from a government school may be required to enter into a behaviour agreement with the college if enrolment is accepted. Children currently under suspension from a government school cannot be enrolled at another government school until the suspension period is over.

### Transport

All enquiries regarding school bus services should be directed either to the college where the "Application for Enrolment" is being submitted or to the Department of Transport. Transport of students who do not reside in the local intake area is the responsibility of parents.

### Appeals

Should you disagree with the college's decision regarding your application for enrolment, you should in the first instance discuss the matter with the Principal. If you continue to be dissatisfied, you will be advised how to proceed with a formal appeal through the District Education Office.

**PLEASE TURN OVER**